

Superintendents' Update

November 2001

Bureau of Administration and School Improvement Services Iowa Department of Education

(This document is also available on the DE web site.)

www.state.ia.us/educate/

Teacher Quality

1. Mentoring and Induction – (Option 1)

Over 300 of the 371 total districts have submitted teacher mentoring and induction applications. The Department anticipates receiving more applications prior to the November 1 deadline. The majority of applications submitted in August are now approved.

Career Paths – (Option 2)

Approximately 75% of districts have filed their application with the department. A list of all districts participating will be available on our website by November 15.

Evaluator Approval

Preliminary design work on the content, process, and structure relating to teacher evaluation systems outlined in SF 476 has begun. The Department will seek assistance from external agencies in the design and delivery of evaluator approval training through an RFP process. This RFP process should be accessible later this month. It is anticipated that training for administrators will be available in May 2002. Priority will be given to administrators that have beginning teachers this school year. The Board of Educational Examiners will grant one-year extensions for those administrators needing evaluator license renewal.

Professional Development

Efforts are underway to develop models and networks that support the district career development plan requirements in the legislation. Dr. Beverly Showers has been hired as an external consultant to guide this process. Some of the initial issues that will be addressed in a planning meeting November 12-13 include the following:

- developing standards for professional development providers,
- developing professional models that yield student achievement gains, and
- building statewide capacity for quality professional development.

Team-based Variable Pay Pilots

Fifteen districts encompassing 31 buildings applied to participate in the team-based variable pay pilot project. Eighteen buildings (10 districts) were accepted as pilot sites. Buildings accepted as pilot sites will participate in a study with Department personnel on this concept and the policy implications.

Criteria for Teaching Standards

A committee of representatives from various stakeholder groups has completed a draft of model criteria for the Iowa Teaching Standards included in Senate File 476. Dr. Tom McGreal served as the external consultant guiding the work of this committee. These model criteria will serve as a foundation to future work on model teacher evaluation and professional development systems.

The Department will sponsor a series of five ICN sessions designed to allow individuals an opportunity to provide feedback for the Iowa Teaching Standards model criteria. These ICN sessions are statewide and include at least one ICN site in AEA region for every session. Please see the list of ICN dates and sites later in this update for additional information. Superintendents and at least one teacher leader from a district are encouraged to attend. Others may attend as space allows. Each AEA will have a procedure to monitor registrations to ensure that space issues are adequately addressed. Rules including model criteria for the Iowa Teaching Standards will be noticed with the State Board of Education.

New Teacher Quality Team Members

The Teacher Quality Team is pleased to announce the addition of two new members. David Winans will serve as a Teacher Quality Team member and Chief of the Bureau of Instructional Services. He comes to us from Kansas with experience as a Superintendent of Schools and Associate Superintendent of Curriculum and Instruction. Diane Chadwick joins the Team from the Des Moines Independent School System where she most recently served as an Assessment Coordinator. Her primary focus will be the coordination of the Team-based Variable Pay Pilot Projects. We welcome them to the Team!

Contacts: Jeff Berger at 515-281-6719, jeff.berger@ed.state.ia.us or Deb Hansen at 515-281-6131, deb.hansen@ed.state.ia.us

Reduced Services From the Bureau of Administration and School Improvement Services

2. **Competent Private Instruction, Open Enrollment, Post-secondary Enrollment Options**
Department staff availability to respond to daily phone calls about Competent Private Instruction, Open Enrollment, and Post-Secondary Options will be reduced. Eric Heitz, Department consultant for these areas, will be team leading comprehensive school improvement site visits in AEAs 1 and 7 beginning in November. As a result, Eric will be out of the office and unable to respond to technical assistance requests in a timely manner. If you have questions on Competent Private Instruction, Open Enrollment, or Post-secondary Enrollment Options, please check the Department of Education web site for your answer. A handbook for each of these areas appears there. The handbooks contain sections on frequently asked questions, school and parent responsibilities, location of the administrative rules on the web site, and necessary forms.

Department Web Site Location

Click on "publications," then click on "handbooks," and finally click on the appropriate handbook.

The open enrollment payment method was emailed to all public school superintendents in August. The previous year state cost per pupil was \$4,338 and Phase III was \$44.67. If you did not receive an e-mail copy of this letter please contact Eric.

Contact: Eric Heitz, Bureau of Administration and School Improvement Services, 515-281-5001, eric.heitz@ed.state.ia.us

3. **Driver Education**

At this time, budgetary constraints prevent the Department from filling a staff position that has the responsibility for providing technical assistance for Driver Education. Until this position can be filled, people need to go to the Department's web site for technical assistance. The web site will provide a Q & A, Driver Education program approval forms for school districts, and program approval forms for Driver Education proprietary programs. Thank you for your patience in this matter.

Other News

4. **Comprehensive Improvement Plan (CSIP) and Annual Progress Report (APR) Feedback**

CSIPs: Team reading has been completed for the CSIPs submitted this fall by schools who received comprehensive site visits during the 2000-01 school year. It is expected that feedback reports will be sent to schools within the next month.

APRs: Teams of Department staff are approximately halfway through the process of completing APR reading for 571 schools and school districts. Feedback will include individual school reports, a statewide report, and a report disaggregated by the school's area education agency region. The reading process is proving time intensive; as a result, feedback may not be available to schools until after the first of the year. Contact: Jeanette McGreevy, 515-281-4750, jeanette.mcgreevy@ed.state.ia.us.

5. **New CSIP and APR Checklists for 2001-02**

The Department intends to provide the "new" CSIP and APR checklists for 2001-02 in a more timely fashion than last year. The Department will, however, use data from the CSIPs and APRs from 2000-01 to prioritize technical assistance needs and develop accompanying information for the checklists. To facilitate CSIP and APR work in local schools now, please use the CSIP and APR checklists for 2000-01 to begin the work. Districts that need to submit CSIPs by September 15, 2002, (those receiving site visits during the 2001-02 school year) should also review the Teacher Quality legislation and incorporate the CSIP requirements in that bill. Contact: Jeanette McGreevy, 515-281-4750, jeanette.mcgreevy@ed.state.ia.us.

6. **School Bus Inspection Date Notices**

At a time when everyone is scrambling to reduce operational costs, it is sometimes the little things that can make a collective difference. Therefore, the Department would like to make you aware of the following cost-cutting measures relating to the DE's school bus inspection program:

- Rather than phone the Department for your bus inspection data, check out the entire inspection schedule (Eastern and Western) for your area by going to the Department's web site at www.state.ia.us/educate/programs/transportation. Make this site one of your "favorites" and save it so a simple click of the mouse will take you to the site the next time.

- Starting immediately, the Department's transportation office will be faxing your notice of inspection date rather than mailing it. Even though it is the district's responsibility to check the web site for its inspection date and time, the Department will continue to fax (rather than mail) the inspection date notice approximately ten days prior to the scheduled inspection.

Contact: Terry Voy, 515-281-4749, terry.voy@ed.state.ia.us

7. **School Calendar**

Schools have been inquiring if they can save money by lengthening the school day and going to a 4-day week. The answer is "no." Requests for an innovative calendar must be motivated by an educational purpose. In addition, schools may not submit a conditional request for an innovative school calendar even though it may never be used. Contact: Carol Greta, 515-281-5295, carol.greta@ed.state.ia.us.

8. **Iowa Safe Schools Leadership Handbook**

In early November your district and schools will receive copies of the comprehensive, new *Iowa Safe Schools Leadership Handbook*. It will be distributed through the AEA Superintendent's meeting. This reference book is the result of collaboration among the Iowa Department of Education, the Iowa School Board Association, the Iowa Emergency Management Division, the Iowa Law Enforcement Academy, the Iowa Highway Patrol, and the Iowa Attorney General's Office. It includes information about school safety, sample policies, prevention materials, and laws of concern to Iowa educators. It will be available in both loose-leaf notebook and CD formats. Contact: Linda Miller, 515-281-4705 or linda.miller@ed.state.ia.us

Note: See the ICN schedule on the next page for the dates, sites, and times for the opportunity to provide feedback for the model criteria for Teaching Standards.

This chart provides the ICN sites for the review of draft criteria for the Iowa Teaching Standards.
CC = Community College

ICN Presentation Sites					
Criteria for Teaching Standards					
AEA	Nov 7	Nov 7	Nov 8	Nov 8	Nov 9
	1:00 – 3:00	6:30 – 8:30	1:00 – 3:00	6:30 – 8:30	9:30-11:30
1	AEA – Elkader	AEA – Elkader	CC1 – Peosta	CC – Downtown Dubuque	Valley Elgin HS
2	AEA – Clear Lake	AEA – Clear Lake	CC2 – Mason City	AEA – Clear Lake	Crystal Lake – Woden – Titonka HS
3	AEA – Cylinder	AEA – Cylinder	CC – Spencer	AEA – Cylinder	Estherville HS
4	AEA – Sioux Center	South O'Brien HS	CC1 – Sheldon	AEA – Sioux Center	EMS – Rock Rapids
5	Fort Dodge HS	Eagle Grove MS	Buena Vista 1 – Storm Lake	Fort Dodge HS	Eagle Grove MS
6	AEA – Marshalltown	AEA – Marshalltown	Iowa Falls HS	AEA – Marshalltown	Grinnell HS
7	UNI2 – Cedar Falls	Gladbrook-Reinbeck HS	CC1 – Waterloo	Waterloo West HS	East Buchanan HS
9	AEA - Bettendorf	Muscatine HS	CC1 – Davenport	AEA – Bettendorf	CC – Clinton
10	AEA – Cedar Rapids	AEA – Cedar Rapids	Adm Build. – Iowa City CSD	AEA – Cedar Rapids	Vinton - Washington HS
11	Urbandale HS	PCM HS – Monroe	Carroll HS	AEA – Johnston	CC – Boone
12	Central Campus – Sioux City	CC – Ida Grove	Denison HS	AEA – Sioux City	LeMars HS
13	CC1 – Council Bluffs	Atlantic MS	CC1 – Clarinda	CC1 – Council Bluffs	Ed Serv. Center – Council Bluffs CSD
14	AEA – Creston	CC1 – Red Oak	AEA – Creston	Creston HS	Lamoni HS
15	AEA – Ottumwa	AEA – Ottumwa	CC2 – Chariton	AEA – Ottumwa	Fairfield HS
16	West Burlington HS	AEA – Burlington	CC – Keokuk	AEA – Burlington	Fort Madison HS